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Office Memorandum • UNITED STATES GOVERNMENT

TO : Advisor for Management

FROM : Chief, Classification and Wage Division

SUBJECT: Procurement Office T/O

DATE: 9 June 1951

The Classification and Wage Administration Division has approved the following T/O revisions for the Procurement Office:

Office of the Chief

(Special Assistant positions will be forthcoming in near future) //

Control Group

Clerk	GS-5
Mail and File Clerk	GS-3

Procurement & Contract Div.
Civilian Contract Section

Contract Specialist GS-11
Change title of Slot #154, Proc. Offr. (CCS), to Contract Spec.

Civilian Purchase Section

Procurement Officer	GS-9
Procurement Officer	GS-7
Purchasing Agent	GS-5
Clerk-stenographer	GS-4

Special Purchase ~~Branch~~

Purchasing Agent GS-5

Military ~~Purchase~~ Section

Purchasing Agent (Stenography) GS-5

See Budget
This is written
books & ledger
Rec. approved
J. J. Jones

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